

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
Friday, February 18, 2011

The regular meeting of the State Board for Community and Junior Colleges (SBCJC) was held at 9:07 a.m. on Friday, February 18, 2011, at the offices of the State Board for Community and Junior Colleges, 3825 Ridgewood Road, Room 507, of the Education and Research Center in Jackson, Mississippi.

Members present: Mr. Bubba Hudspeth, Chairman; Mrs. Patricia Dickens, Vice-Chairman; Mr. Ed Perry; Mr. Bobby Steinriede; Mr. Duncan McKenzie; Ms. Toni Cooley; and Mr. Max Huey.
Members not present: Mr. Chip Crane and Mr. Bruce Martin.

SBCJC Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Shawn Mackey, Dr. Christian Pruett, Mr. Kell Smith, Mrs. Cynthia Jiles, and Mrs. Missy Saxton.

Guests in attendance: Mr. Chuck Rubisoff, Office of the Attorney General; Dr. Edward Jordan, Director of P-20 Initiatives, IHL; Dr. Scott Elliott, President of Meridian Community College and MACJC; and Dr. Joan Haynes.

CALL TO ORDER

Chairman Bubba Hudspeth called the meeting to order at 9:07 a.m. and read the meeting notice for the March 17 and 18, 2011, SBCJC Board Meetings.

MEETING NOTICE

The State Board for Community and Junior Colleges Committee of the Whole dinner meeting will be held Thursday, March 17, 2011, at Huntington's Grill at 6:00 p.m. The meeting will reconvene in the Hattiesburg Room of the Hilton Hotel at 7:30 p.m. that same evening. The regular monthly meeting of the State Board for Community and Junior Colleges will be held at 9:00 a.m., Friday, March 18, 2011, at the State Board for Community and Junior Colleges, 3825 Ridgewood Road, Room 507 of the Education and Research Center in Jackson, Mississippi.

PRELIMINARIES

Chairman Hudspeth welcomed all board members and visitors and asked Dr. Clark to provide the Invocation.

Approval of January 17 and 18, 2011 Meeting Minutes

In a motion made by Mr. Bobby Steinriede and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the minutes of the January 17 and 18, 2011, SBCJC board meetings.

Approval of Agenda

Mr. Ed Perry asked to be recognized under "Other Business." In a motion made by Ms. Toni Cooley and seconded by Mr. Bobby Steinreide, the SBCJC Board **voted unanimously** to approve the proposed agenda.

REPORTS/ACTIONS

Executive Director's Report

Dr. Clark began his report by welcoming all board members and guests. He then introduced Dr. Joan Haynes as the new Associate Executive Director for Academic and Student Affairs. Dr. Clark stated that the Legislative session and personnel matters remain his two primary focal points. The position vacated by Mr. Jim Hood, Assistant Executive Director for Research and Planning, remains vacant and will be advertised through the usual list serves and the IHL notification board.

Several bills introduced on behalf of SBCJC. House Bill 542 and Senate Bill 2232 have met with success. Dr. Clark reported that these bills introduced to change the name of SBCJC passed both the House and the Senate. House Bill 874 and Senate Bill 2771, concerning fees charged by the Commission on Proprietary Schools and College Registration (CPSCR), also passed both houses. This will allow the Commission to recommend a fee schedule to the Board. SBCJC will set the fees. The Legislature is discussing directing the Education Achievement Council to develop a funding formula for community colleges and universities. Two amendments were made to state that the formula for accountability funding will include: productivity as well as enrollment and a year long delay for the report. Both amendments have passed. The EdNet bill did not come out of committee. Opponents raised the prospect that the Federal Communications Commission might pull the licenses if the bill was passed.

Dr. Clark reported that the Appropriations committees for the House and Senate released their intended spending budget for the state agencies. The House proposed increasing the support bill by \$23.5 million (10.4%) and proposed increasing the administrative bill by \$170,000 (2.4%) over last year's budget. The Senate proposed a decrease of 6.73% in support funding and a 6.5% decrease in administrative funding. Dr. Clark reported that when the bill was brought up on the Senate floor, Senator Jack Gordon offered an amendment to restore \$15.2 million to the support bill, to provide level funding with FY 2011. This passed the Senate with a vote of 39-5. Dr. Clark thanked Kell Smith and Deborah Gilbert for their time spent at the Capitol.

Dr. Clark proposed to the board members that SBCJC co-sponsor TV ads during upcoming basketball playoff games. The proposal would require SBCJC to fund half of the production cost of \$1,000.00 at \$500.00, leaving the remaining \$500.00 to the MACJC.

In a motion made by Mr. Max Huey and seconded by Mr. Ed Perry, the SBCJC **voted unanimously** to approve the \$500.00 co-sponsor fee for TV ads.

Dr. Clark reported that on January 28th, he spoke at a Jackson Chamber of Commerce breakfast forum; February 2nd, he spoke to a Jones County Leadership Group at the Capitol at the request of local legislators; February 3rd, he attended the HEADWAE luncheon; and on February 8th, MS Public Broadcasting met at the Capitol with the House of Representatives to increase private funding for the support of MPB. He has visited SMCC twice: on Friday, February 11th, he attended the groundbreaking of a workforce training facility related to disaster training and on Wednesday, February 16th, he spoke to the state government Purchasing Agent group. State Faculty Association Day was held at the Capitol on Thursday, February 17th and the Proprietary School Commission met that afternoon. Dr. Clark announced and welcomed those present to attend the MACJC luncheon to be hosted at the downtown Convention Center on Tuesday, February 22nd. Friday, February 25th, Dr. Clark will attend the Natchez Literary and Cinema Festival where he will introduce Coach Boo Ferris and Rick Cleveland. Phi Theta Kappa luncheon is scheduled for March 2nd and on March 3rd in Natchez, Dr Clark will attend the dedication of the Howell C. Garner Instructional Center on the Natchez campus of Co-Lin. Dr. Clark is scheduled to be in Washington D.C. the second week of March to work with the Cassidy Group and congressional delegation on terms of possible funding opportunities.

Dr. Clark deferred to Mr. Kell Smith for presentation of **Exhibit 1** and requested approval of the Assistant Executive Director for eLearning and Instructional Technology job description. The job description expands the overall management and coordination of the Mississippi Virtual Community College. This job is occupied by Dr. Christian Pruett.

In a motion made by Ms. Toni Cooley and seconded by Mr. Max Huey, the SBCJC **voted unanimously** to approve **Exhibit 1**, the job description for the Assistant Executive Director for eLearning and Instructional Technology.

Dr. Clark concluded his report.

MACJC Report

Dr. Scott Elliott began his report by mentioning the success of the Faculty Association's Capitol Day and the commendation received from the Lieutenant Governor regarding the event. There were 62 attendees from Meridian College.

Dr. Elliott provided information for the following community colleges: East Central CC, Jones County Junior College, Hinds CC, Itawamba CC, Southwest MS CC, MS Delta CC, Copiah-Lincoln CC, MS Gulf Coast CC and Meridian CC. Dr. Elliott concluded his report.

Chairman Hudspeth recessed the meeting at 10:00 a.m. and reconvened the meeting at 10:15 a.m.

Career and Technical Education Report

Dr. Shawn Mackey greeted board members and presented **Exhibits A1 & A2** as a requested addendum to the Standards for Practical Nursing Program Accreditation with Recommended Procedures for Documentation and Self-Study (Standards). Board approval was requested to present the Standard's Addendums for APA as required by the Administrative Procedures Act.

In a motion made by Mr. Duncan McKenzie and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the addendum to the Standards for Practical Nursing Program Accreditation with Recommended Procedures for Documentation and Self-Study and submit for APA.

Dr. Mackey presented **Exhibit A3**, the 2010 Emergency Medical Technician Curricula Revision for final board approval.

In a motion made by Ms. Toni Cooley and seconded by Mrs. Patricia Dickens, the SBCJC Board **voted unanimously** to approve the 2010 Emergency Medical Technical Curriculum Revision.

Workforce Report

Dr. Mackey presented **Exhibit B1**, the standard Workforce Budget Report. This report shows all colleges to be in good standing. **Exhibit B2** is the WET Fund Revenue Report. This is for information only and does not require board approval.

Grants and Related Activities Report

Dr. Mackey presented **Exhibit C1**, the Career Readiness Certificates chart, showing a total 3,917 certificates issued for the current fiscal year. Eleven platinum certificates have been issued. Platinum is the most difficult certificate to achieve. **Exhibit C2** is the standard Grants reports. This is the grant that received funding from MDES in the amount of \$300,000.00. Currently, the agency has already obligated \$220,122.00 of that contract. This is money spent on Career

Readiness Certificates (CRC).

Dr. Mackey concluded his report.

Technology Report

No report given.

Research and Planning Report

No report given.

eLearning and Instructional Technology Report

Dr. Christian Pruett provided the MSVCC spring enrollment numbers. He then announced that the three statewide advisory committees will begin meeting after the Creating Futures Conference to address issues related to textbooks, training, professional development, and technology infrastructure. Dr. Pruett informed the Board that JSU approached SBCJC to create a partnership that would allow 50 seats this summer for fully online MSVCC classes. These services will be contracted through MOUs that will need approval from the Board.

Blackboard wants SBCJC to create a video testimony about the community colleges in collaboration with the Board in regards to MSVCC's accomplishments.

Dr. Pruett concluded his report.

Deputy Executive Director Report, Programs and Accountability

Dr. Debra West provided updates on grant initiatives. She informed the Board that SBCJC, through the combined efforts of Dr. Kellum and Eloise Richardson, has submitted a proposal for a \$200,000 ABE to Credentials Planning Grant. In addition, Dr. Kellum is working to coordinate the 15 community colleges to secure a TAACCT Community College Training Grant through the Department of Labor. Dr. West reported that SBCJC sponsored a technical assistance workshop on Tuesday, February 15th for the colleges and potential partners to walk them through the grant announcement.

Dr. West informed the Board that SBCJC has been awarded a \$300,000 grant payable over two years, in partnership with the Foundation for the Mid-South, Department of Employment Security, and the Mississippi Economic Policy Center, to fund career training and career development in the Delta region. This fund is targeted to train a minimum of 500 low wage individuals in Advanced Manufacturing and Allied Health Care.

Dr. Debra West concluded her report.

Deputy Executive Director Report, Finance and Administration

Mrs. Deborah Gilbert presented the Finance report, as follows:

Attachment 1a, 1b, 1c, 1d: are the approval requests for General Fund Disbursements out of Fund 2298 in the amount of \$15,058,505.00 for March 2011.

In a motion made by Mr. Ed Perry and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the General Fund disbursements out of fund 2298 in the amount of \$15,058,505.00 for March 2011. This disbursement includes \$600,000 for the formula, from Rural Health Corps and \$3,549,540 from Education Technology.

Attachment 2 is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,742,508.00 and Fund 4110 in the amount of \$82,112.00, totaling \$2,554,620.00, effective February 28, 2011.

In a motion made by Mr. Max Huey and seconded by Ms. Toni Cooley, the SBCJC Board **voted unanimously** to approve the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$2,472,511.00 and Fund 4110 in the amount of \$82,112.00, totaling \$2,554,620.00, effective February 28, 2011.

Attachment 3 is the update on Education Enhancement Funds. This is for informational purposes only and does not require approval.

Attachments 4a and 4b are the Financial Statements for Funds 2291 and Special Funds as of December 31, 2010. Attachment 4a is general fund information and Attachment 4b is special fund information. This does not require approval.

Mrs. Gilbert concluded her report.

Travel Authorizations

Chairman Hudspeth asked for requests to authorize travel reimbursements for events other than regularly scheduled Board Meetings.

In a motion made by Mr. Max Huey and seconded by Ms. Toni Cooley, the State Board **voted unanimously** to approve the travel reimbursement for Chairman Hudspeth's travel to Decatur at ECC for the dedication of the Gold Room in honor Molly Magee on March 1st, and the MACJC luncheon on Tuesday, February 22nd and Mrs. Pat Dickens' travel to attend EAC on January 27th and the MACJC luncheon February 22nd.

OTHER BUSINESS

Chairman Hudspeth recognized Mr. Ed Perry. Mr. Perry proposed rotating the position of board chairman and board vice chairman annually, according to seniority.

In a motion made by Mr. Max Huey and seconded by Mrs. Pat Dickens, the State Board voted to recess the board meeting at 10:50 a.m. to move into executive session.

EXECUTIVE SESSION

The Board did not take any action during executive session.

ADJOURNMENT

There being no other business, Chairman Hudspeth adjourned the meeting at 11:30 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mr. Bubba Hudspeth, Vice-Chairman



Dr. Eric Clark, Executive Director

SBCJC Board Meeting Minutes
Friday, February 18, 2011

Exhibits:

Job Description
Career and Technical Education
Workforce
Grants/CRC Report
Research and Planning
Technology
eLearning & Instructional Technology
Dr. West
Finance Report
Dr. Clark's Handouts & News Articles
Mr. Perry's Handout

Exhibit 1
Exhibits A1, A2 and A3
Exhibits B1 and B2
Exhibits C1 and C2
No Exhibit
No Exhibit
No Exhibit
Exhibits D
Separate Agenda